

# ADDENDUM 2—JOB DESCRIPTIONS AND QUALIFICATIONS

## **POSITION TITLE: PROGRAM MANAGER**

Position Summary. management and administration of the PMRF Project	overall contract
Major Job Activities:	
Qualifications:	



## **POSITION TITLE: PUBLIC WORKS DIRECTOR**

Position Summary.		responsible for facilities engineering,
		orting the Navy on PMRF. The sole
		ority and responsibility for ensuring
		Director or designated alternate shall
be readily available on-site during	regular working hours	
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Major Job Activities:		
Qualifications:		



## **POSITION TITLE: RANGE OPERATIONS MANAGER**

Position Sum											he overall
management	of the C	peration	s Depart	ment.	Resp	onsibilities	inclu	de sch	eduling,	programm	natic, and
administrative requirements.	support	in the	planning	and	sare	employmen	τ οι	PINIKE	assets	to meet	customer
requirements.											
Major Job Ad	ctivities:										
Qualifications	s:										



#### POSITION TITLE: RANGE SYSTEMS MANAGER

Position Summary.

, responsible for both administratively and technically, the overall management of the contractor side range systems department. Provides the management, operations, and maintenance of PMRF's multi-million dollar complex of state-of-the-art sensors and command, control, communications, computer, and intelligence (C4I) systems in support of Fleet Training and Research, Development, Test, and Evaluation (RDT&E) programs.

### **Major Job Activities:**

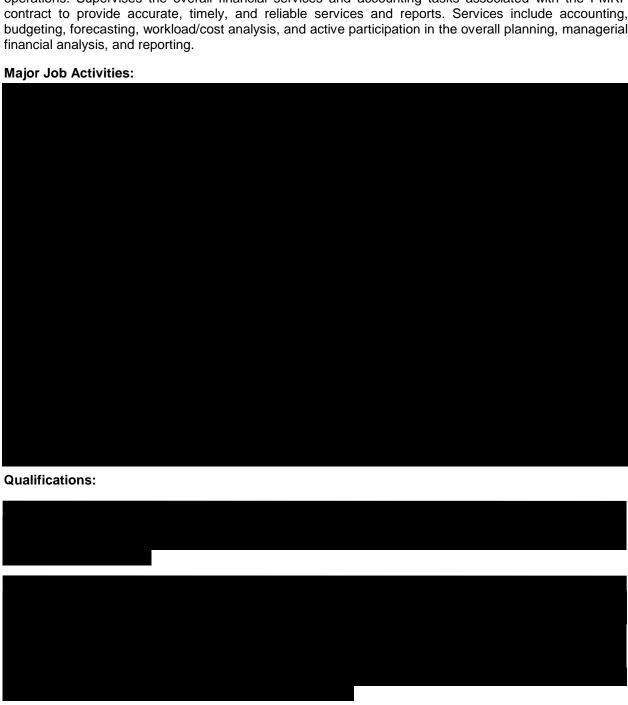


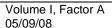




#### **POSITION TITLE: FINANCE MANAGER**

Position Summary. , responsible for maintaining a complex integrated system of financial services that contribute to cost effective management control over operations. Supervises the overall financial services and accounting tasks associated with the PMRF contract to provide accurate, timely, and reliable services and reports. Services include accounting, budgeting, forecasting, workload/cost analysis, and active participation in the overall planning, managerial







## **POSITION TITLE: QUALITY ASSURANCE MANAGER**

Position Summary. independent administration of the contractor's quality management program.	responsible	for	the
Major Job Activities:			
Qualifications:			



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



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Major Job Activities:	
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Position Summary.
Major Job Activities:
Qualifications:



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Major Job Activities:
Qualifications:



## POSITION TITLE: AIR INTERCEPT CONTROLLER

**Position Summary.** Controls multiple fixed wing aircraft and helicopters in live or simulated operations. Exempt position.

# **Major Job Activities:**

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Qualifications:			





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Major Job Activities:	
Qualifications:	



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Major Job Activities:	
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Position Summary.	
Major Job Activities:	
Qualifications:	



# POSITION TITLE: ALARM MONITOR (DISPATCHER)

**Position Summary.** In addition to general security responsibilities: performs security duties protecting Federal Government property and persons against sabotage, theft, accidental damage, fire, disorders, destruction, and unauthorized removal.

**Major Job Activities: Qualifications:** 



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



### **POSITION TITLE: ANTENNA RIGGER**

**Position Summary.** Installs, tests, repairs, and performs corrosion control maintenance on antennas and antenna structures.

# **Major Job Activities:**





### **POSITION TITLE: ANTENNA RIGGER HELPER**

**Position Summary.** Under general direction of a Supervisor or foreperson, performs a variety of subprofessional duties and work related to the operation, maintenance, fabrication, and alteration of facilities and equipment in the Antenna Rigger trade field at a semi-skilled level.

Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Description.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:			



### **POSITION TITLE: ASSISTANT FIRE CHIEF**

**Position Summary.** Responsible for providing assistance to the designated Fire Chief in the overall management, training, administration, and supervision of the Fire Department and is in immediate charge of fire suppression activities, both crash and structural, on an assigned shift.

Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



# **POSITION TITLE: BOAT OPERATOR (CAPTAIN)**

**Position Summary.** Responsible for the overall management of assigned vessel and crew. Responsible for operating and maintaining vessel IAW ITT policies and procedures as well as Navy regulations and PMRF instructions. Responsible for the planning, organizing, and control of all elements associated with assigned vessel and crew.

Major Job Activities:	
Qualifications:	



### **POSITION TITLE: CARPENTER**

**Position Summary.** Under minimal supervision, the candidate will be responsible for independently performing assignments in support of the PMRF project through verbal instruction, written work orders, drawings, sketches, and blueprints while complying with federal, state, local codes, and ITT/PMRF procedures and safety requirements.

## **Major Job Activities:**



#### **Qualifications:**





POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



## **POSITION TITLE: CLERK**

Position Summary. Under general supervision, administrative support for .
Major Job Activities:
Qualifications:



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Marian Indo Anti-Man	
Major Job Activities:	
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POSITION TITLE: CLERK
Position Summary. Under the general direction of the
Major Job Activities:
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Major Job Activities:	
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Major Job Activities:		
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# POSITION TITLE: COMPUTER SYSTEM ADMINISTRATOR

Position Summary. Provides associated servers connected to the PMRF classified and unclassified networks. Deploys AIS security mandated system upgrades, system patches, and system security lockdown requirements. Performs system wide troubleshooting and problem resolution in a live mission environment.
Major Job Activities:
Qualifications:



#### POSITION TITLE: CONFIGURATION MANAGEMENT ANALYST

**Position Summary.** Assist with the responsibility for CM functions—the accuracy, adequacy, modification, and review of technical documentation, procedures, engineering data, and the related technical contents of and system specifications.

**Major Job Activities: Qualifications:** 



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Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:
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Major Job Activities:
Qualifications:



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Major Job Activities:		-
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Major Job Activities:	
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#### **POSITION TITLE: CONTROL TOWER OPERATOR**

**Position Summary.** Independently controls and manages air and ground traffic in controlled space to promote the safe, orderly, and expeditious movement of aircraft.

# **Major Job Activities:**







POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		
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#### **POSITION TITLE: COURIER**

**Position Summary.** Under minimal supervision, performs a variety of clerical tasks associated with the work area assigned.

# Major Job Activities: Qualifications:



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



# **POSITION TITLE: CREWPERSON**

Position Sum support vessels				and	general	maintenance	of	assigned	range
Major Job Acti	ivities:								
Qualifications	•								



#### **POSITION TITLE: CUSTODIAN**

**Position Summary.** Under the general direction of the Lead, performs general custodial functions including garbage collection and disposal, cleaning, shampooing, waxing floors, and cleaning office areas, restrooms, and work areas.

# **Major Job Activities:**

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Position Summary.
Major Job Activities:
Qualifications:



#### **POSITION TITLE: ELECTRICIAN**

**Position Summary.** , performs a variety of subprofessional duties and work related to the operation, maintenance, fabrication, and alteration of facilities and equipment in the trade fields at a semi-skilled level.

# **Major Job Activities:**



# **Qualifications:**





POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



#### POSITION TITLE: ELECTRONIC TECH B

Position Summary.

naintain, calibrate, repair, troubleshoot, modify, test, and install radar systems and equipment. Must be familiar with the systems and equipment.

Major Job Activities:

Qualifications:



POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:			



POSITION TITLE: ELECTRONIC TECH B
Position Summary. individual will operate, maintain, calibrate, repair, troubleshoot, modify, test, and install radar systems and equipment. Must be familiar with the systems and equipment.
Major Job Activities:
Qualifications:



# POSITION TITLE: ELECTRONIC TECH C

**Position Summary.** With minimum supervision, individual will support operations, operate, troubleshoot, repair, and associated equipment and perform other related tasks as directed.

# **Major Job Activities:**

Qualifications:		



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Major Job Activities:	_	
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POSITION TITLE:
Position Summary.
Major Job Activities.
Qualifications:



#### POSITION TITLE: ELECTRONIC TECH D

**Position Description.** Under close supervision individual will troubleshoot, repair, inspect, overhaul, modify, calibrate, install, operate, and maintain equipment systems associated with

# **Major Job Activities:**



# **Qualifications:**





POSITION TITLE:	
Position Summary.	
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Major Job Activities:	
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# POSITION TITLE: EMT(S)/FIREFIGHTER

Position Summary. protecting life and property and fire fighting/rescue operations.	the firefighter will participate in duties of
Major Job Activities:	
Qualifications:	



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



### **POSITION TITLE: EQUIPMENT OPERATOR**

**Position Summary.** performs a variety of subprofessional duties and work related repairs, new construction, fabrication, and alteration of facilities and equipment.

# **Major Job Activities:**







### **POSITION TITLE: ESH SPECIALIST**

**Position Summary.** Work independently or with minimum supervision, individual prepares, coordinates, implements, and monitors environmental, safety and health (ESH) policies, plans, and procedures to ensure the maximum safety of personnel, equipment, and property.

### **Major Job Activities:**







### **POSITION TITLE: EXECUTIVE SECRETARY**

**Position Summary.** Under limited supervision, performs a variety of multi-level clerical tasks associated with the work area assigned.







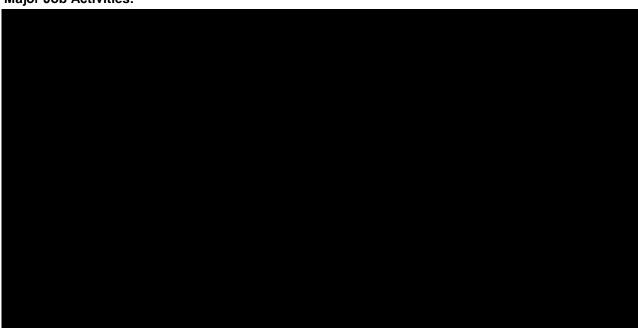
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Major Job Activities:		
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**Position Summary.** Performs general accounting work to support PMRF, in conformance with company and Governmental accounting principles, policies, and objectives.

# **Major Job Activities:**







<b>POSITION TITLE:</b>	
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**Position Summary.** Performs general accounting work, to support PMRF in conformance with company and Governmental accounting principles, policies, and objectives.

# **Major Job Activities:**







#### **POSITION TITLE: FIRE CHIEF**

**Position Summary.** Responsible for Fire Station daily operations to ensure personnel are well-trained and capable to perform their duties effectively and on short notice. Select and guide firefighters to perform as expected when called upon and will continually assess their readiness and performance. This assessment will maintain daily awareness of fire inspections, fire services, inspection and testing of fire protection and alarm systems, firefighter training, and fire drills.

Major Job Activities:	
Qualifications:	
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### **POSITION TITLE: FIRE EQUIPMENT OPERATOR**

**Position Summary.** Under minimum supervision, is able to assume responsibility for the condition of apparatus regarding cleanliness, good order and readiness of fire fighting and crash equipment, or, take charge/lead of an assigned vehicle crew as designated by the Fire Chief.

Qualifications:	
Qualifications.	



### **POSITION TITLE: FIREFIGHTER**

**Position Summary.** the Firefighter will participate in duties of protecting life and property and fire fighting/rescue operations.

Qualifications:		



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



#### **POSITION TITLE: FIRE INSPECTOR**

**Position Summary.** Responsible for providing assistance to the designated Fire Chief in the overall management, and administration of the Fire Department Fire Inspection and Fire Protection Plan. Responsible for interpersonal relationship and interaction with the public on fire prevention and inspection issues.

Responsible to the Fire Chief for plan review and recommendations.

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Major Job Activities:		
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### **POSITION TITLE: LABORER**

**Position Summary.** Under general direction of a supervisor or foreperson, performs general laborer functions.

Qualifications:	•



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



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Position Summary.
Major Job Activities:
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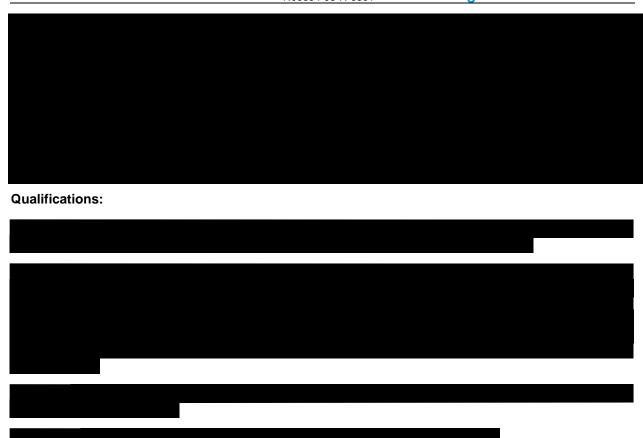


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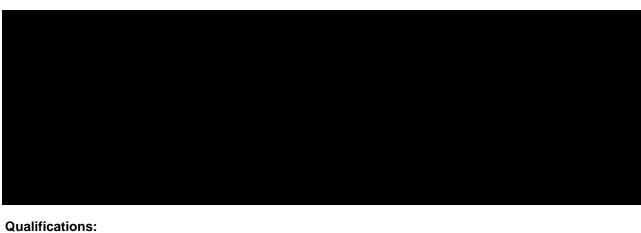


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POSITION TITLE:		
Position Summary.	performs general labor	er functions.
Major Job Activities:		
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## **POSITION TITLE: LEAD SR. LABORER**

Position Summary.
functions.

Major Job Activities:





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Position Summary.		
Major Job Activities:		
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Major Job Activities:		
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# **POSITION TITLE: LOGISTICS SPLST A**

**Position Summary.** Under minimum supervision, is capable of performing the functions of receiving, storage accountability, issue, shipment of materials and property, property control, and inventory.

## **Major Job Activities:**

Qualifications:	



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Major Job Activities:		
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#### **POSITION TITLE: MARINE MECHANIC A**

**Position Summary.** Performs a variety of skilled duties and work tasks related to operation, maintenance, fabrication and alteration of facilities and equipment associated with marine vessels

## **Major Job Activities:**







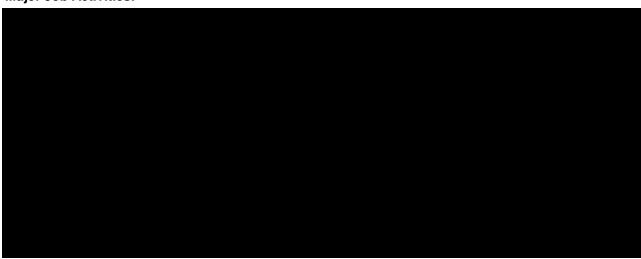
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Major Job Activities:		
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#### **POSITION TITLE: MARINE TECHNICIAN A**

**Position Summary.** Independently is able to troubleshoot, repair, inspect, overhaul, modify, calibrate, install, operate, and perform other related tasks on electronic systems or equipment associated with marine systems and facilities

## **Major Job Activities:**







POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



#### **POSITION TITLE: MECHANIC**

Position Summary. will perform a variety of work related to the O&M of transportation vehicles and equipment. Ensures timely and efficient accomplishment of assigned duties and prepares and maintains reports and records related to work assignments.

## **Major Job Activities:**







POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



## **POSITION TITLE: MESS ATTENDANT**

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Major Job Activities:	
Qualifications:	
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Position Summary.	
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## **POSITION TITLE: OPTICS TECH B**

Position Summary.
is responsible to operate and maintain, calibrate, relocate, diagnose and
repair optical systems and associated computers, electronic and mechanical subsystems. This position is
responsible for assisting in the installation, modification and testing of
Major Job Activities:
Qualifications:



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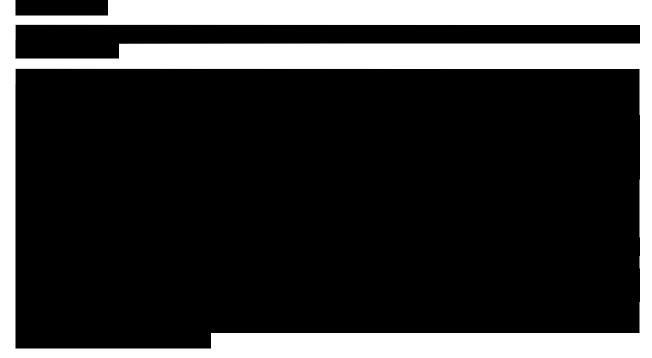


# **POSITION TITLE: ORDNANCE TECH A**

**Position Summary.** Performs operation and maintenance tasks associated with ordnance and ordnance handling systems and equipment.

# **Major Job Activities:**











# **POSITION TITLE: ORDNANCE TECH B**

Position Summary. Performs operation and maintenance tasks associated with ordnance and ordnance handling systems and equipment. **Major Job Activities: Qualifications:** 



# **POSITION TITLE: PAINTER**

**Position Summary.** performs a variety of subprofessional duties and work related to the operation, maintenance, fabrication, and alteration of facilities and equipment in the trade fields at a semi-skilled level.

# **Major Job Activities:**



# **Qualifications:**





POSITION TITLE: CLERK	
Position Summary. Under general supervision, provides support to	o the
Major Job Activities:	
Qualifications:	



# **POSITION TITLE: PHOTOGRAPHER**

**Position Summary.** Uses standard still cameras, commonly available lighting equipment, and related techniques to take photographs which involve limited problems of speed, motion, color contrast, or lighting.

**Major Job Activities:** 



# **Qualifications:**







POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:			



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



# **POSITION TITLE: POWER PLANT OPERATOR**

related to the O&M of	diesel	power	generation	engines	and		periorm	a variety	OT	work
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Major Job Activities:										
Qualifications:										



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



# **POSITION TITLE: PURCHASING SPECIALIST**

**Position Summary.** Negotiates with and purchases from vendors, suppliers, and subcontractors the materials and services required to support the PMRF Project.

# **Major Job Activities:**

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Qualifications.			
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Position Summary.		
Major Job Activities:		
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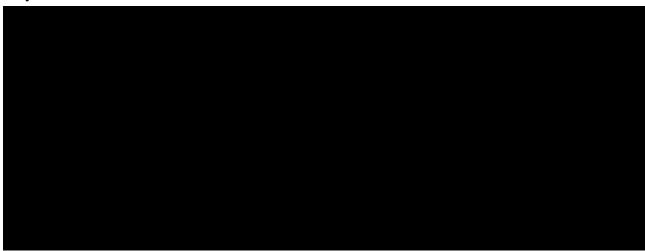


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Position Summary.	<b>]</b> .
Major Job Activities:	
Qualifications:	

# **POSITION TITLE: SAFETY TRAINING SPECIALIST**

Position Summary. Work independently or with minimum supervision. Individual prepares, coordinates, implements, and monitors environmental, safety and health (ESH) policies, plans and procedures to assure the maximum safety of personnel, equipment, and property.

# **Major Job Activities:**



#### **Qualifications:**





# **POSITION TITLE: SECURITY OFFICER (STEP 1)**

**Position Summary.** Various PMRF positions in Hawaii. Performs security duties protecting Federal Government property and persons against sabotage, theft, accidental damage, fire, disorders destruction, and unauthorized removal. Stands guard, walks, and/or patrols premises to prevent theft, violence, or infraction of rules.

Major Job Activities:		
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Qualifications:		
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POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



# POSITION TITLE: SECURITY OFFICER (STEP 2)

**Position Summary.** Various PMRF positions in Hawaii. Performs security duties protecting Federal Government property and persons against sabotage, theft, accidental damage, fire, disorders destruction, and unauthorized removal. Stands guard, walks, and/or patrols premises to prevent theft, violence, or infraction of rules.

Major Job Activities:	
Qualifications:	



# **POSITION TITLE: SECURITY OFFICER (STEP 3)**

**Position Summary.** Various PMRF positions in Hawaii. Performs security duties protecting Federal Government property and persons against sabotage, theft, accidental damage, fire, disorders destruction and unauthorized removal. Stands guard, walks, and/or patrols premises to prevent theft, violence, or infraction of rules.

Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Summary.	
Qualifications:	



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Major Job Activities:		
Qualifications:		



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



# POSITION TITLE: SR. AIR CONDITIONING MECHANIC

Position Summary.

performs air conditioning and refrigeration preventive/corrective maintenance, service call work, and new construction installations in support of the PMRF project.

Major Job Activities:

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Qualifications:	



POSITION TITLE:			
Position Summary.			
Major Job Activities:			
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#### **POSITION TIITLE: SR. CARPENTER**

**Position Summary.** Under minimal supervision the candidate will be responsible for independently performing assignments in support of the PMRF project through verbal instruction, written work orders, drawings, sketches, and blueprints while complying with federal, state, local codes, and ITT/PMRF procedures and safety requirements.

Major Job Activities:	
Qualifications:	



POSITION TIITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:
Position Summary. Under general supervision, performs a variety of multi-level clerical tasks for
Major Job Activities:
Qualifications:



POSITION TITLE:		
Position Summary:		
Major Job Activities:		
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Qualifications:		



#### **POSITION TITLE: SR. CUSTODIAN**

Position Summary.

performs general custodian functions including garbage collection and disposal, cleaning, shampooing, waxing floors, and cleaning office areas, restrooms, and work areas.

Major Job Activities:

Qualifications:



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:	1	



#### **POSITION TITLE: SR. ELECTRICIAN**

**Position Summary.** Various PMRF positions in Hawaii. Responsible for recurring and special activities associated with interior and exterior (low/high tension) electrical systems. Maintains, repairs, and overhauls all associated systems, equipment, and switch gear. In addition, plans, organizes, directs, inspects, and evaluates above activities as well as determines solutions to technical problems. Responsible for all work accomplished by the shop.

Major Job Activities:		
Qualifications:		
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POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:

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POSITION TITLE:	
Position Summary.	
Major Job Activities	
Qualifications:	



POSITION TITLE:		
Position Summary.		
Major Job Activities:		
Qualifications:		



# POSITION TITLE: SR. LABORER Position Summary. performs general laborer

**Major Job Activities:** 

functions.



# **Qualifications:**



#### **POSITION TITLE: SR. MESS ATTENDANT**

Position Summary.
of duties related to meal preparation service.

Major Job Activities:

Qualifications:



POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:			



#### **POSITION TITLE: SR. PAINTER**

Position Summary.

performs a variety of sub-professional duties and work related to the operation, maintenance, fabrication, and alteration of facilities and equipment in the trade fields at a semi-skilled level.

# **Major Job Activities:**



# **Qualifications:**





# **POSITION TITLE: SR. POWER PLANT OPERATOR**

will perform a variety of work related to the O&M of diesel power generation engines	
nd equipment	
lajor Job Activities:	
ualifications:	



POSITION TITLE:	
Position Summary.	
Major Job Activities.	
Qualifications:	



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	
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POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:	1		
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# **POSITION TITLE: TECHNICAL LIBRARIAN**

**Position Description.** Under minimal general supervision, performs a variety of skilled clerical and administrative tasks in an office environment.

Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	
Quantications.	



# POSITION TITLE: TELECOMMUNICATIONS SPECIALIST

**Position Summary.** Supports a telecommunications management system through system analysis, database management, software development, and other activities.

Major Job Activities:	
Qualifications:	



# **POSITION TITLE: TRAINING OFFICER**

**Position Summary.** Develops, manages, plans, conducts, and coordinates the various training programs within Activities pertain to domestic, international, and remote locations.

Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Description.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	
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POSITION TITLE: OPERATOR	
Position Summary. aspects of the operation and maintenance of the	is responsible for all
Major Job Activities:	
Qualifications:	



POSITION TITLE:		
Position Summary.		
Qualifications:		
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POSITION TITLE:			
Position Summary.			
Major Job Activities:			
Qualifications:			



Major Job Activities:	Major Job Activities:	POSITION TITLE:	
		Position Summary.	
Qualifications:	Qualifications:	Major Job Activities:	
Qualifications:	Qualifications:		
		Qualifications:	







POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	





POSITION TITLE:
Position Summary.
Major Job Activities:
Qualifications:



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	



# POSITION TITLE: ORDNANCE TECH C

<b>Position Summary.</b> Performs O&M tasks associated with ordnance and ordnance-handling systems and equipment.
Major Job Activities:
Qualifications:



POSITION TITLE:	
Position Description.	
Major Job Activities:	
Qualifications:	
Qualifications.	



POSITION TITLE:	
Position Summary.	
Major Job Activities:	
Qualifications:	
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